



UPDATING LOC_IDS IN YOUR CAMA SYSTEM (September 2017)

These instructions presume that your CAMA system vendor has already completed the process of bulk-loading the MassGIS “LOC_ID” to your CAMA database. If that has not yet occurred, and you want to initiate that process, please contact MassGIS using the information below. Note that if MassGIS funded enhancements to your standardized mapping, then in return for that funding, you committed to maintaining the standardized mapping; this includes having LOC_IDs added to your CAMA database and maintaining them as described below.

As an assessor, when new lots are created in your community, you create a new record in your CAMA system. As part of that process, you add map/lot (or map/block/lot) numbers to each new record. Now that your parcel maps are being maintained in compliance with “Level 3” of the MassGIS Standard for Parcel Mapping, you also need to keep your CAMA records updated with the unique identifier from the standard, the “LOC_ID”. The reason for this update is so that each new CAMA record can be linked to its map parcel using mapping software (“GIS”). This linking makes it possible to see the CAMA information associated with a parcel; it is also essential if, for example, you want to correctly identify abutters for abutter notification.

When you add a new property to your CAMA system, it will not yet have a LOC_ID. This is because LOC_IDs are created by whomever maintains your parcel maps. Your map maintenance provider is maintaining your parcel mapping in compliance with “Level 3 of the MassGIS Standard”. When they deliver your updated maps, they will be providing you (if they have not, please ask for it) with a list of map and lot numbers (or map/block/lot) and their corresponding LOC_IDs; that list may also include some older map/lot numbers for lots that have been subdivided and need a new LOC_ID. **Working with this list, use the map/lot number to look up each parcel in your CAMA system. Then use your computer mouse to “copy” and “paste” the LOC_ID from the list into the location where LOC_IDs are stored in your CAMA system (see table below).** *If any of the new lots are associated with more than one CAMA record (usually this is condominiums), then each of the associated records will need to be found and be given the same LOC_ID.*

Where LOC_IDs are stored

CAMA System	Where to put the LOC_ID
CSC	Own_Account (see parcel record)
Patriot**	LOC_ID (see ID/FactorsTaxes tab, lower left)
PK-Systems	GISid (see Inspections/Pmt screen)
Tyler (Univers)	GIS Plan Code (see Card 1)
Vision	GIS_ID (see supplemental data page, toward bottom)

If you have any questions or concerns about any of the above information, please contact Craig Austin (617-626-4592; craig.austin@mass.gov) or Paul Nutting (617-619-5611; paul.nutting@mass.gov) at MassGIS.

** If you don’t see a field labeled “LOC_ID” but instead see a field labeled “GIS Key”, then Patriot has not yet bulk-loaded LOC_IDs to your CAMA Database. If this is true for you, please contact either Paul or Craig at MassGIS (see contact info above).